

MARINA COMMITTEE MEETING MINUTES
TUESDAY, JUNE 3, 2014
Sister Bay-Liberty Grove Fire Station – 2258 Mill Road

The June 3, 2014 meeting of the Marina Committee was called to order by Chairperson John Clove at 2:06 P.M.

Present: Chairperson Clove, and members Pat Duffy, Fuzzy Sunstrom, Kevin Roberts, and Jeff Flegel.

Others: Jim Robinson of Shoreline Charters.

Staff Members: Village Administrator Zeke Jackson, Marina Manager Wendy Tatzel, and Administrative Assistant Janal Suppanz.

Approval of the agenda:

A motion was made by Duffy, seconded by Sunstrom that the Agenda for the June 3, 2014 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.

Approval of minutes as published:

As to the minutes for the April 8, 2014 meeting of the Marina Committee:

A motion was made by Duffy, seconded by Sunstrom that the minutes for the April 8, 2014 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.

Comments, correspondence and concerns from the public:

Clove asked if anyone wished to comment regarding a non-agenda item.

Jim Robinson indicated that a few days ago his Chris Craft caught on fire out on the water. He is still waiting to hear what the insurance adjuster's decision will be, but if the boat is "totaled" or it will be too costly to repair, he may request that he be allowed to dock a different boat at the Marina. It was the consensus that this is a decision which should be left up to the Marina Manager. The Committee members stressed that if Tatzel does allow Robinson to dock a different boat at the Marina, documentation must be provided which proves that the replacement vessel has passed all Coast Guard inspections and is fully insured.

Jackson noted that in the future Village meeting agendas will look a little different and meetings will proceed in a slightly different fashion. From now on, before discussion even takes place regarding any "action items" motions must first be made. Jackson also cautioned the Committee members to be fully cognizant of the provisions of the Open Meetings Law at all times.

Business Items:

Item No. 1. Discussion regarding short term planning for Marina improvements for the 2014 season:

Tatzel reported that the new air conditioning units were installed in the boaters' restrooms yesterday. Remote operation of those units will be possible. Samples of countertops have been received and measurements have been also been taken for privacy panels. She will be requesting estimates for painting of the boaters' restrooms and is also investigating the types of keyless locks which are available. An update on the status of the renovations will be provided at the next Marina Committee Meeting.

Item No. 2. Consider a motion to discuss and recommend that the Village Board adopt Resolution No. 288, seeking RBF Grant Funding from the DNR:

Tatzel is in the process of preparing a grant application for RBF Grant Funding from the DNR for public boating restroom renovations at the Marina. If the application is approved the DNR will fund 50% of the amount needed for the improvements. A draft of a required Resolution and an applicable public notice were included in the meeting packets.

A motion was made by Clove, seconded by Roberts that the Marina Committee recommends that the Village Board adopt Resolution No. 233, seeking RBF Grant Funding from the DNR, as presented.

The Committee members jointly reviewed the previously mentioned documents and it was the consensus that they are both acceptable.

A vote was taken on the previously mentioned motion and it carried – All ayes.

Item No. 3. Discussion regarding long term planning for the Marina:

Tatzel indicated that she recently met Rick from Port-A-Pier and asked what it would take to make “B” Dock a floating pier. She is looking for maps of the Village’s docks for Rick to review and will provide further information to the Committee members as soon as it is available. Several of the Committee members voiced concerns about the fact that after other dock improvements were made bubblers were required even though the engineer working on the project did not originally think they were necessary. They also suggested that Tatzel contact a local marine contractor to see what he would suggest.

Several of the Committee members indicated that they believe it would be beneficial to install a fuel dock at the Marina. Tatzel and Jackson will investigate the various cost and logistical factors which will come into play and provide that information to the Committee members ASAP. The suggestion was made that under-water fully contained fuel storage units be considered.

Item No. 4. Discussion regarding the Marina PILOT:

In the near future work will commence on the 2015 budget. The Marina’s budget is currently very tight, but market conditions dictate that rate increases are not an option.

A motion was made by Clove, seconded by Duffy that Tatzel shall send a letter to the Finance Committee requesting that a permanent reduction of the Marina PILOT be considered. Motion carried – All ayes.

Item No. 5. Discussion regarding the creation of a “Friends of the Marina” group:

The suggestion has been made that a “Friends of the Marina” group be established. If such a group existed there would be an avenue for people to make tax deductible donations to the Marina and/or fund Marina improvements. It was the consensus that this would be an excellent idea. Tatzel and Jackson were asked to look into the requirements for establishing a 501(c)(3) corporation. They will report their findings at the next meeting of the Marina Committee.

Item No. 6. Discussion regarding marina activities with Wendy Tatzel, Marina Manager:

- *Because of the fact that Charter Communications has converted to digital television status individual converter boxes will be required for all the slips. This is a very costly option and simply is not practical. Tatzel is looking into other televi-*

1 sion options which are available, including Dish Network and DirectTV.

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3 A motion was made by Duffy, seconded by Sunstrom that the pre-
4 ferred course of action with respect to provision of television service
5 at the Sister Bay Marina would be to disconnect Charter television
6 service and ramp up the WiFi capabilities at the Marina, thereby al-
7 lowing boaters to connect to NetFlix or HuLu, but still maintain HD
8 television service at the Boathouse. Another option would be to al-
9 low boaters to obtain tokens for DVD rentals at a local business
10 which is near the Marina. Motion carried – All ayes.

11
12 Tatzel was asked to make the necessary arrangements ASAP.

- 13
14 • There are currently very few boathouse reservations made for July and Septem-
15 ber. The suggestion was made that other rental options, including *Vacation*
16 *Rentals By Owner* or utilization of other property management firms be investi-
17 gated. Tatzel and Jackson will look into those options and report their findings
18 at the next meeting.
19
20 • Spreadsheets on which projections for slip reservations were made were in-
21 cluded in the meeting packets, and the Committee members jointly reviewed
22 those documents. So far reservations for this year are up over last year.
23
24 • The lateral for the Village Hall and Boathouse will not be worked on until fall,
25 and, therefore, no issues will arise with the rental of the boathouse.
26
27 • Planning for Marina Fest is ongoing and appears to be going well. This year's
28 event should be "bigger and better".
29

30 **Item No. 5. Consider a motion to discuss matters to be placed on a future agenda or referred**
31 **to a committee, official or employee:**

32 *The next meeting of the Marina Committee was scheduled for 2:00 P.M. on Thursday, July 10,*
33 *2014.*

34
35 The following issues will be addressed at that meeting:

- 36 • Update on the status of the renovations to the boaters' restrooms.
37 • Consider a motion to establish a "Friends of the Marina" Group.
38 • Update on the progress which has been made with respect to provision of television
39 viewing options for slip holders at the Sister Bay Marina.
40 • Discussion regarding installation of a fuel dock at the Marina.
41 • Report on the rental options which are available for the boathouse.
42

43 **Adjournment:**

44 *A motion was made by Sunstrom, seconded by Flegel to adjourn the meeting of the Marina*
45 *Committee at 4:12 P.M. Motion carried – All ayes.*
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1 Respectfully submitted,

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3 Janal Suppanz,

4 Administrative Assistant